

# East Tuddenham Parish Council

## **Minutes of the Parish Council Meeting 8<sup>th</sup> October 2012**

*Attendees: Lynsay Barrett (Vice Chairperson), Charles Barker, Ted Guy, Anna-Marie High, Terry Eagling (Clerk), Paul Clausen (District Counsellor)*

*The meeting opened at 7.30 pm in the Village Hall when Lynsay Barrett welcomed Councillors and gave apologies for Ian Payter, Alex Leaney and Amy Eagle*

*The minutes of the meeting held on 10<sup>th</sup> September 2012 were approved and duly signed*

*Matters arising from minutes of the meeting held on 10<sup>th</sup> September 2012:*

- *the posts together with the two dog waste bins have been ordered and paid for and are awaiting delivery. One will be erected on the village green and the second at the start of the footpath near the church*
- *in an e-mail dated 11th September 2012 from James Winter (Highway Engineer) advised that a photograph of the repainted lines along Mattishall Road (West) would be compared to earlier photographs to determine whether there is a reduced width for pedestrians. It is not feasible to extend the footpath during the current economic climate.*
- *the costs of re-glazing the bus shelter with a better quality glass and the refurbishment of the existing structure at £1,500.00 compares to a quote for a new shelter of £4,400.00. Progress on the best way forward was clouded by the possibility of a grant being available from a central fund of £3.5 million. An application, for funding, for a new bus shelter was completed during the meeting with Paul Clausen acting as an independent referee.*
- *the earth bridge alongside the footpath alongside the Church, showing signs of erosion due to running water remains outstanding. It was agreed that CB would review the situation with George Robinson after harvest has been completed*
- *the costs of fencing around the children's play area shows little progress with continued delays in submission of the likely cost. It was suggested that Mark Robinson should be asked to quote. Once quotes are received approval will be sought from the Village Hall Committee.*
- *a new 'register of interests' form duly signed by each Councillor is outstanding as part of the 'Code of Conduct' process. These will be dealt with at the next meeting.*
- *a permanent puddle outside 15 Tilney Road has been reviewed by the Highway Engineer. As part of a minor scheme damaged kerbing around the turning area and resurfacing due to damage by large vehicles will take place during the current financial year. The puddle outside number 15 appears to be the result of a slightly sunken road surface due to a failing gully chamber. After remedial work to failing gullies outside 13 and 17 the area will be patched to remove low areas.*
- *a cone on the pavement in Common Road is there to prevent pedestrians tripping over a tree root. It is expected that repairs to the pavement will take place during the next month.*
- *it was suggested that the hedge behind the bus shelter needed cutting back. It was agreed that the hedge bordered charity land and the Charities chair-person should be asked to arrange for it to be cut back.*
- *on 13<sup>th</sup> August 2012 an e-mail from IP to James Winter mentioned the state of the road surface at Rotten Row. There are a lot of deep 'potholes' which are probably dangerous. To date no response has been received.*

## *Finance*

- *TE advised that the Accounts to 31<sup>st</sup> March 2012 have now been audited by Mazars and a cheque value £60.00 was issued covering their fees. The auditors report included the following comments*
  - *the Council should undertake a risk assessment each year*
  - *the work of the internal auditor should cover all relevant boxes in section 4*
  - *the assets owned by the Council should be recorded ie notice boards etc (at £1.00 if necessary)*
  - *the Council must prepare a notice of the conclusion of the audit and the right of electors to inspect the Annual report*
  - *this Notice should be displayed for a period of at least 14 days along with the certified Annual Report displaying at least Sections 1, 2 and 3*
- *TE explained that under HMRC rules the Parish Council is required to register as an employer to cover Parish Clerks fees under a PAYE Scheme. He advised he had started the registration process.*
- *the new three year arrangement with Came & Co for Parish Council Insurance has resulted in a small refund of £23.52 off the 2012/13 fee.*
- *a cheque value £199.16 was paid in respect of the clerk's fees*
- *a cheque value £450.00 was issued covering a donation towards grass cutting in the churchyard*
- *a further precept of £2,000.00 has been received. This will take funds up to £9,903.90 after presentation of the above cheques*

## *Planning*

- *a retrospective planning proposal (3PL/2012/0199/F) to convert an existing structure to a workshop connected with the use of the site as a place for storage of vehicles was approved on 3<sup>rd</sup> September 2012 with eight conditions*
- *a subsequent planning application (3PL/2012/1014/F) requested the removal of 2, 4 and 5 of these eight conditions was reviewed*
- *considerable debate ensued which resulted in a unanimous decision that the Parish Council strongly objects to the proposal to remove those three conditions. Accordingly the Council's response is that to remove the three conditions*
  - *it would reduce control over the activities on site*
  - *the subsequent work being undertaken on site may have a detrimental effect on the local environment and highway access*
  - *the amenity and quiet enjoyment of the local residents is likely to be adversely affected*

## *Correspondence*

- *a letter dated 25<sup>th</sup> September 2012 from Breckland advises that from May 2012 Parish Councils will be recharged the cost of running the Parish Council elections.*
- *a letter dated 24<sup>th</sup> September 2012 from Breckland advises that under the Localism Act 2011 it is necessary for all Councillors to supply a form detailing Disclosable Pecuniary Interests and other Registrable Interests. These are outstanding.*
- *a letter dated 19<sup>th</sup> September 2012 from Childhood First advised of the unfortunate event of a fire near the school at Earthsea House. It was agreed that this was not a Parish Council issue.*

- a circular from Norfolk CC advises how NCC looks after Public Rights of Way
- a letter from Norfolk CC (Bill Borrett) dated 3<sup>rd</sup> October 2012 sought to reassure Councillors of NCC's Commitment to looking after our countryside paths.
- a letter from MAPAS (the Emergency Medical Charity) dated 2<sup>nd</sup> October 2012 asks if the council might consider supporting them.
- details of one week's crime figures were received through Les Woods. It was agreed these should be kept on file in the Parish records.

*Any other business*

- a query was raised as to whether salt bins on the new Social Housing roadways should be provided due to slopes and aged residents

*Date for next meeting*

- the next meeting will be in the Village Hall at 7.30 pm on 12<sup>th</sup> November 2012

*There was no further business and the meeting closed at 8.30 pm.*

*Ian Payter  
Chairperson*



*Date 12/11/2012*